

ALCESTER TOWN COUNCIL

ROLE DEFINITION – FOR COUNCILLORS

Role

1. To participate in the governance of the Town.
2. To represent the community to the Council and the Council to the community.
3. To promote the Town as a good place to live and encourage people to participate
4. To keep up to date with significant developments affecting the Town Council.

Commitments

1. To attend Town Council meetings.
2. To prepare for meetings and be properly informed about the issues to be discussed.
3. To take part in meetings and form sound judgements based on what is best for the community and then abide by majority decisions.
4. To assist in the management of the Town Council in drawing up its strategy, policies and budgets and to help review these when required.
5. To participate effectively as a member of any committee or working party to which the Councillor is appointed.
6. To listen to local people and represent their interests when discussing council business, and deal with their enquiries and complaints.
7. To represent the Town Council and the whole electorate when serving on outside bodies to which the Councillor is appointed.

Standards of Behaviour

1. To uphold the Town Council's Standing Orders for the conduct of its meetings.
2. To maintain high ethical standards in complying with the Code of Conduct for Councillors.

Adopted by Alcester Town Council at its meeting on 5th December 2017 to take effect from 1st May 2018

Document approved by the Monitoring Officer as part of the SDC Model Code – version 1 May 2018